



# Costa Mesa Sanitary District

... an Independent Special District



## AGENDA

**Arlene Schafer**  
President

**Greg Woodside**  
Vice President

**Jim Ferryman**  
Secretary

**Art Perry**  
Director

**Dan Worthington**  
Director

**Public Comments.** Any member of the public may address the Board. Speakers on agenda items should identify themselves to the Clerk before the meeting so that their input can be provided at the time the item is considered. Speakers on non-agenda items will be heard under Public Comments. Pursuant to State law, the Board may not discuss or take action on non-agenda items except under special circumstances. Speakers must limit their remarks to three minutes or as decided upon by the Presiding Officer. The Presiding Officer reserves the right to declare any speaker out of order.

**In compliance with ADA,** contact Joan Revak, (714) 754-5087, 48 hours prior to meeting if assistance is needed (28 CFR 35.102.35.104 ADA Title II).

## Regular Meeting – Wednesday, September 8, 2004

### RECOMMENDED ACTION

- I. **CALL TO ORDER –6:00 p.m. – Conference Room 1A Costa Mesa City Hall**
- II. **PLEDGE OF ALLEGIANCE – Director Perry**
- III. **INVOCATION – Director Woodside**
- IV. **ROLL CALL**
- V. **CONSENT CALENDAR** - All matters listed under the Consent Calendar are considered to be routine and will be enacted in one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes on the motion, unless members of the Board request specific items to be removed from the Consent Calendar for discussion, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.

### **Reports**

### **Minute Approval**

1. Recycling Committee – August 10, 2004
2. Regular Meeting – August 12, 2004
3. Special Meeting – September 2, 2004

**RECOMMENDED  
ACTION**

**Manager's Reports**

- |    |  |                  |
|----|--|------------------|
| 4. | Refunds  | Approve          |
| 5. | Occupancy Report and payment to Costa Mesa Disposal – September 2004 | Approve          |
| 6. | Monthly Spill Report to Regional Water Quality Control Board (RWQCB) | Receive and File |

**Engineer's Reports**

- |    |                       |                  |
|----|-----------------------|------------------|
| 7. | Project Status Report | Receive and File |
|----|-----------------------|------------------|

**Treasurer's Reports**

- |     |  |                  |
|-----|--|------------------|
| 8.  | Financial Report as of August 31, 2004   | Accept Report    |
| 9.  | Treasurer's Report as of August 31, 2004   | Receive and File |
| 10. | Warrant Register for September 2004 in the amount of \$523,600.00                  | Ratify Payments  |
| 11. | Directors' Compensation and Reimbursement of Expenses for the Month of August 2004 | Ratify Expenses  |

-----END OF CONSENT CALENDAR-----

**VI. WRITTEN COMMUNICATIONS**

**VII. PUBLIC COMMENTS**

**VIII. MANAGER'S REPORTS**

- |    |   |                   |
|----|---|-------------------|
| A. | Anti-Scavenging and Screening of Trash Containers Enforcement Reports | Consider          |
| B. | CMSD Strategic Plan   |                   |
| 1. | Year 2003/2004 Action Items   | Receive and File  |
| 2. | Separation of District from City                                      |                   |
| a. | Second Draft of City of Costa Mesa/CMSD Agreement                     | Consider          |
| b. | Tenant Improvements   | Update            |
| 1) | Change Orders to Cirks Construction Contract                          | Ratify            |
| 2) | Lawn Care Agreement   | Approve Agreement |

**RECOMMENDED  
ACTION**

- |   |  |
|---|--|
| 3. Moving Company Agreement   | Consider   |
| 4. Headquarters Security Agreement  | Consider   |
| C. Recycling Reports  |  |
| 1. Waste Diversion Report – July 2004   | Receive and File   |
| 2. Waste Diversion Report – August 2004   | Receive and File   |
| D. Contract Payment to CR Transfer for recycling services and disposal  |  |
| 1. Payment for August 2004 Services   | Approve Subject to<br>Verification of Diversion<br>Report by Staff |
| E. Costa Mesa Disposal Request for Fully-Automated Service and<br>Presentation of Master Plan                 |  |
| 1. Special Meeting – September 2, 2004  | Consider Follow-up Action  |
| F. Purchase of 60 Gallon and 90 Gallon Trash Containers   | Authorize Purchase   |
| G. Recycling Committee –Tuesday, September 7, 2004 – 9:00 a.m., CR-1A<br>(Directors Worthington and Woodside) |  |
| 1. Strategic Planning 2003-2004 - Public Outreach – Classroom<br>Recycling Projects                           | Update on Schedule   |
| 2. Large Item Collection Program  | Accept Report  |
| 3. Mini-Telephone Book Program (Yellow Pages)   | Accept Report  |

**IX. ENGINEER'S REPORTS**

- |   |  |
|---|--|
| A. Waste Discharge Requirements (WDR)   |  |
| 1. General Update   | Verbal Report from<br>Manager and Attorney |
| B. Project #174 (2004-05 CIP) – Waste Discharge Requirements, Fats, Oil<br>And Grease (FOG) Program Development |  |
| 1. Consider Consultant Agreement  | Approve                                    |

**RECOMMENDED  
ACTION**

C. Project #173 – Prepare Emergency Response Plans for Pumping Stations

1. Proposal to Complete Project

Approve

D. Report on Emergency or Non-Bid Sewer Work

Accept Report

**X. TREASURER’S REPORTS**

A. Investment Oversight Committee Meeting – September 8, 2004  
(Directors Schafer and Woodside)

Accept Report

B. Direct Deposit for Directors’ Compensation

Consider

**XI. ATTORNEY’S REPORTS**

**XII. LOCAL MEETINGS**

A. Orange County Sanitation District (OCSD)

1. Regular Meeting – August 25, 2004 (Director Ferryman)

Accept Report

B. Independent Special Districts of Orange County (ISDOC)

Accept Report

C. Local Agency Formation Commission (LAFCO)

Consider

D. California Special Districts Association (CSDA)

1. Board of Directors Election 2004 – Seat B and Seat C

Vote

**XIII. OLD BUSINESS**

A. Election – November 2, 2004

Accept Report

**XIV. NEW BUSINESS**

A. Time Frame for Director Reimbursement of Out-of-Pocket Expenses

Consider

**XV. ORAL COMMUNICATIONS AND DIRECTOR COMMENTS**

**XVI. ADJOURNMENT**